



TEXAS WATER DEVELOPMENT BOARD ADDENDUM NO. 1

**REQUEST FOR PROPOSAL NUMBER 580-09-1142
SUBMISSION DATE: September 2, 2009**

Through this Addendum No. 1, the following changes are made to the above referenced Request for Proposals (580-09-1142):

- The Deadline for Submission is extended to **September 8, 2009 – 12:00 p.m.** from September 2, 2009 – 12:00 p.m.
- All references to Request for Proposal shall now read **Request for Qualifications**.
- All references to RFP shall now read **RFQ**.
- Section 3.1 - Schedule of Events is revised as follows:

3.1 **SCHEDULE OF EVENTS.** The solicitation process for this RFQ will proceed according to the following schedule:

EVENT DATE (Central Standard Time)

Date	Activity
August 12, 2009	Request for Qualifications issued
August 24, 2009	Pre-Proposal Conference
September 8, 2009 – 12:00 p.m.	Deadline for Submission of RFQ
September 8 – September 11, 2009	Evaluation Period and Interviews
Begins week of September 14, 2009	Contract negotiation and expected award
October 1, 2009	Contract starts; begin development of Master Plan
November 1, 2009	Draft master plan due
November 19, 2009	Master Plan presented at TWDB Board meeting

- Section 3.4 - Proposal Requirements, (d) Contents, Exhibit B – References, Experience, and Qualifications, Item (3) is revised as follows:
Supply professional credentials of the employee(s) performing the actual services for all personnel who will be participating in providing the services solicited in the RFP. Key contractor personnel that are submitted that will perform project management tasks should demonstrate the ability to perform at the level of a person with or be a person with one of the following credentials:
 - a. (CAPM) Certified Associate in Project Management
 - b. (PMP) Project Management Professional
 - c. (PgMP) Program Management Professional
 - d. (LEED) Leadership in Environmental and Energy Design

- Exhibit B – References, Experience, and Qualifications is revised as follows

Exhibit B
(Revised per Addendum No. 1)

References, Experience, and Qualifications

(1) Briefly describe services and the scope of activities for five previous entities for which your organization has provided services in the past five (5) years that demonstrate your capability to carry out similar services described. Highlight any experience in providing similar services to public entities. Include the names, addresses, email contacts, and phone numbers of five entities and specify the names of entity representatives who may be contacted for references and performance history.

(2) Provide an audited financial statement that ensures financial capability and sufficient resources to sustain involvement in this project.

(3) RESPONDENT PERSONNEL QUALIFICATIONS AND REFERENCES

Respondent Name: _____

The respondent shall complete one profile not to exceed two pages for each individual to be assigned to this solicitation. TWDB reserves the right to reject the proposed Respondent Personnel if references or past working performance are questionable or unfavorable.

<i>RESPONDENT PERSONNEL INFORMATION</i>	RESPONSE			
FULL NAME:				
NUMBER OF YEARS EMPLOYED BY RESPONDENT:				
TITLE				
RESPONDENT PERSONNEL QUALIFICATIONS	# YRS EXP.	FROM	TO	HOW/WHERE OBTAINED
SPECIFIC EDUCATION, QUALIFICATIONS, TRAINING, CERTIFICATIONS:				

References: # _____

Name of Organization:			
BUSINESS ADDRESS:			
BUSINESS CITY:			
BUSINESS STATE:		ZIP	
CONTACT PERSON NAME:			
CONTACT PERSON TITLE:			
PHONE NUMBER:		FAX	
E-MAIL ADDRESS			
Project Title:			
PROJECT DESCRIPTION AND DOLLAR AMOUNT:			
ROLES AND RESPONSIBILITIES OF THE PROPOSED STAFF DURING THIS PROJECT			
PROJECT START DATE:		PROJECT END DATE	
CLIENT COMMENTS:			

This page may be reproduced as needed to document each reference.

THIS PAGE OR A REASONABLE FACSIMILE SHALL BE RETURNED WITH THE RESPONSE. FAILURE TO RETURN THIS PAGE OR A REASONABLE FACSIMILE WILL RESULT IN THE RESPONSE BEING CONSIDERED NON-RESPONSIVE. ANY NEGATIVE RESPONSE(S) MAY RESULT IN DISQUALIFICATION OF THE RESPONSE.

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In the submission of the RFQ, the vendor shall acknowledge receipt of this addendum. The vendor may acknowledge receipt by returning a signed copy of this notice.

Addendum should be included with RFQ response, however can be mailed or faxed to:
 Texas Water Development Board, P.O. Box 13231, Austin, Texas 78711-3231 or Texas Water Development Board, Stephen F. Austin Building, Room 581, 1700 North Congress Avenue, Austin, Texas 78701-3231.

Faxed responses are acceptable; however, the Texas Water Development Board will not be responsible for failure of electronic equipment or operator error. The fax number for faxing your quote is 512/475-3009.

Vendor Name: _____
Mailing Address: _____

City/State/Zip : _____

Signature: _____